

VICTOR FIRE DISTRICT
Board of Fire Commissioners Meeting Minutes
April 11, 2023 @ 6:00 PM
Joint Meeting

The Board of Fire Commissioners held a joint meeting with the Victor Fire Department, Inc., Board of Directors in compliance with the Open Meetings Law @ 6:00 p.m. where they discussed vision and goals for the future. The Board took no action during this meeting.

Attending: Chairman McConnell; Commissioners Keyes, Kowal, Turner and Barry; Fire District Secretary Hauf; Fire District Treasurer McAdoo; Deputy Chief Lamarco; President Linda Tice; Director Stephen Graham; Director Robert Green; VFD Treasurer Cathy Benjamin; VFD Secretary Kate Gruenfelder

Regular Business Meeting

1. Call to Order:

The Regular Business Meeting of the Commissioners of the Victor Fire District was called to order by Commissioner Turner in compliance with the Open Meetings Law at 6:37 p.m.

2. Pledge of Allegiance:

Commissioner McConnell led the Pledge.

3. Roll Call Affirmation of Quorum:

Board Member	Present	Excused	Absent
Chairman McConnell	x		
Commissioner Keyes	x		
Commissioner Kowal	x		
Commissioner Turner	x		
Commissioner Barry	x		

A quorum was declared by the Chairman and the business of the district proceeded.

Others Present:

District Secretary Hauf	x
District Treasurer McAdoo	x
District Chief Eifert	
Deputy Chief Lamarco	x
Assistant Chief Militello	
Fire District Attorney Fingar	

4. Motion to approve Minutes from March 14, 2023 Meeting

Commissioner Keyes motioned to approve the minutes from the March 14, 2023 Regular Business Meeting; seconded by Commissioner Turner and carried, 5 Ayes and 0 Nays.

5. Motion to Pay Bills:

Commissioner Barry motioned to approve payment of invoices shown on the Abstract of March 14, 2023, totaling \$253,047.37 seconded by Commissioner Keyes and carried 4 Ayes, 0 Nays.

6. Correspondence:

a. Received a thank you letter for service on a fire call in East Bloomfield

7. Reports

a. District Treasurer Report

Read and is on file

b. District Secretary Report

Read and is on file

c. District Chief Report

Read and is on file

d. Commissioner Reports

None

8. Old Business

9. New Business

a. Resolution #2023-0041 - Purchase Authorizations

On motion of Commissioner Barry, seconded by Commissioner Keyes, the following resolution was adopted: 5 Ayes; 0 Nays

WHEREAS, Chief Mark Eifert requested authorization to make the following purchases:

No.	Item	Budget Code	Amount
1	Replacement of expansion tank	406.10	\$ 4,060.00
2	Floor re-waxing	406.18	\$ 1,995.00
3	White Leather Helmet	405.4.2	\$ 1,492.00
4	Lawn mowing equipment	406.9	\$ 748.99

WHEREAS, the Board of Fire Commissioners have reviewed the purchases, found they meet the District’s Procurement Policy, and are needed for the safe and efficient operation of the Fire District; now, therefore, be it

RESOLVED to authorize the issuance of a purchase order and the Chief to purchase the items as indicated.

b. Resolution #2023-0042 -Establishment of new budget lines

On motion of Commissioner McConnell, seconded by Commissioner Barry, the following resolution was adopted: 5 Ayes; 0 Nays

WHEREAS, the guidance from the Office of the New York State Comptroller's Fire District Accounting and Reporting Manual separates capital outlay expenditures from contractual and personnel expenditures;

WHEREAS, the 2023 Budget does not separate capital and contractual expenditures; and,

WHEREAS, the Treasurer has worked with the Auditor to create new budget lines for capital expenditures and recommended inter-budget transfers from the existing budget as fully described in Attachment A; now, therefore, be it

RESOLVED the Board of Fire Commissioners approves the revisions to the 2023 budget as shown.

c. Resolution #2023-0043 –Appointment of Fire Training Instructor (part-time).

On motion of Commissioner McConnell, seconded by Commissioner Barry, the following resolution was adopted: 4 Ayes; 1 Nays (Commissioner Turner)

WHEREAS, the Board of Fire Commissioners established a part-time paid position of Fire Training Instructor in Resolution #22-97;

WHEREAS, Ontario County Civil Service has classified this position as competitive under Personnel Officer Classification Certification #8-2023;

WHEREAS, the District wishes to make a part-time provisional appointment for this position; and

WHEREAS, Chief Eifert recommends the appointment of Ben Cramer to the position of Fire Training Instructor with the Victor Fire District; now, therefore, be it

RESOLVED that the Board of Fire Commissioners hereby appoints Ben Cramer to the position of Fire Training Instructor, effective April 12, 2023, on a part-time (not to exceed 50 hours per month), provisional basis at a rate of \$28 per hour; and,

RESOLVED, that a copy of this resolution be forwarded to Ontario County Civil Service, and Mr. Cramer.

d. Resolution #2023-0044 –Approval of Car Seat Program

On motion of Commissioner McConnell, seconded by Commissioner Barry, the following resolution was adopted: 5 Ayes; 0 Nays

WHEREAS, three individuals from Victor Fire District completed the National Child Seat Passenger Safety Certification Training;

WHEREAS, there are ongoing opportunities for grant opportunities to fund child seat safety programs through the New York State Governor's Traffic Safety Committee; and

WHEREAS, the Board of Fire Commissioners have reviewed the Child Passenger Safety Seat Program as fully described in Attachment A, and recognizes the opportunity to enhance our service to the community by establishing a sustainable car seat check program; now, therefore, be it

RESOLVED the Board of Fire Commissioners approves the Child Passenger Safety Seat Program; and

RESOLVED to authorize the District Treasurer to file for any available grants from the Governor's Traffic Safety Committee.

10. Public Comments

None

11. Executive Session

A motion was made by Commissioner McConnell, seconded by Commissioner Barry, to enter into executive session for the purposed acquisition, sale or lease of real property or proposed acquisition of securities held by such public body only if publicity would substantially affect the value thereof; the motion was approved, 5 Ayes and 0 Nays.

The Board entered executive session at 7:19 p.m., and invited Treasurer McAdoo.

A motion was made by Commissioner McConnell, seconded by Commissioner Keyes, to exit session; the motion was approved, 5 Ayes and 0 Nays;

The Board exited Executive Session and returned to Open Session at 7:35 p.m. The Board took no action in Executive Session.

12. Next Regular Board Meeting: May 9, 2023

13. Adjournment: 7:36 p.m.